

F-15 Commanders' Conference 16-18 September 2003



PURPOSE:

- The annual F-15 Commanders' Conference is an O-6 level conference hosted by the F-15 System Program Office and F-15 System Support Management Directorate, and will be chaired by the F-15 System Program Director, Colonel Terrance Feehan, and F-15 System Support Manager, Lt Col Samuel Lofton.
- The purpose of the conference is to provide a forum to discuss current issues and concerns for acquisition, modifications, sustainment, and support.
- The target audience are personnel serving as commanders in F-15 wings, fighter wings, operations groups, maintenance groups, and representatives from the MAJCOMs, Air Staff, and from our major and system support contractors.
- The first two days (16-17 Sep) are conference days, and the third day (18 Sep) is reserved for tours within the Maintenance Directorate.

TRAVEL ORDERS:

- Personnel attending are responsible for their own travel arrangements.
- For military and Civil Service personnel traveling on orders, there are no conference fees associated with this review.

LODGING:

- Reservations will be made for all military and Civil Service personnel attending the conference by the conference POC.
- Please note your reservations are not confirmed until you receive a billeting confirmation number.
- Personnel arriving after 6:00 pm are required to provide a credit card number to ensure your room will be held.

DRESS REQUIREMENTS:

- Civilians: business attire
- Military: flight suits, battle dress uniform, or any combination of blue pants and shirt--tie/tabs are optional
- Team Eagle BBQ: casual attire (i.e., jeans, khakis, shorts, etc.)

REFRESHMENTS:

- Light refreshments will be provided for those who want to participate.
- Participation is voluntary, however, it is not reimbursable on government travel vouchers for Air Force military and Civil Service personnel.
- The hospitality fee is [\\$5.00 per day](#), and will be collected during registration.
Note: "[Cash only](#)," personal checks "[will not](#)" be accepted.

LUNCH:

- Arrangements have been made at the Robins AFB O'Club for lunch.
- You will pay as you go through the line.

SOCIAL:

- There will be a Team Eagle BBQ the evening of 16 Sep (Tuesday) at the Luna Lodge located on the south side of the base from [6:30 to 9:00 pm](#).
- The entree will include chicken, ribs, sliced beef and pork, beans, slaw, bread, and beverages (i.e., tea, sodas, water, etc.). The hospitality fee is [\\$15.00](#) per person, which includes tax and gratuity.

REGISTRATION:

- Personnel planning to attend the conference should register by [NLT 6 Aug 03](#).
- Those who register will receive confirmation of your registration via e-mail. If you have not received confirmation of your registration within two working days, please contact the POC at your earliest opportunity.
- Registration may be accomplished via fax, e-mail, or through the F-15 SPO Homepage by clicking on the above tab title "registration."
- The following information is needed for registration:
 - [Name](#):
 - ❖ Last
 - ❖ First
 - ❖ Preference of Address (i.e., nick name/call sign)
 - [Rank](#) (if Military):
 - [Grade](#) (if Civil Service):
 - [Date of Rank](#): (for Colonels, GM/GS-15s, and above)
 - [Duty Title/Job Title](#):
 - [Mailing Address](#): (military and Civil Service)
 - ❖ Organization and Office Symbol, for contractors Company Name
 - ❖ Street address (include suite number if applicable)
 - ❖ Base
 - ❖ State (for military, APO if overseas)
 - ❖ Zip Code
 - [Mailing Address](#): (Contractors)
 - ❖ Company Name
 - ❖ Street Address (include suite number if applicable)
 - ❖ City, State (APO if overseas), and Zip Code
 - [E-mail Address](#):
 - [Duty/Work Phone Number](#):
 - ❖ DSN:
 - ❖ Commercial:

- **FAX Phone Number:**
 - ❖ DSN:
 - ❖ Commercial:
- **E-mail Address:**
 - ❖ **Note for Registration POC:** If you are the attendee's staff and want to be included on electronic mailings concerning the conference, provide your e-mail address.
- **Security Clearance:**
 - ❖ **Military and Civil Service:** Use AFMC Form 97 (Visit Request) or MAJCOM equivalent, or have your security manager provide a letter verifying your clearance.
 - ❖ **Contractors:** Provide a letter from their corporate office verifying your security clearance.
- **Refreshments** (\$5.00 per person, per day):
 - ❖ 16 Sep: Yes / No
 - ❖ 17 Sep: Yes / No
 - ❖ Both Days: Yes / No
- **Lunch** (pay as you go):
 - ❖ 16 Sep: Yes / No
 - ❖ 17 Sep: Yes / No
 - ❖ Both Days: Yes / No
- **Team Eagle BBQ** (\$15.00 per person): Yes / No
- **Tours:** Yes / No (for military and Civil Service only)
 - ❖ **Note:** Personnel participating will be required to have a Secret security clearance, as a minimum, and have asked that you provide your place their place of birth and SSAN on the AFMC Form 97 or security clearance letter.
- **Lodging:** If lodging required, please provide the following information:
 - ❖ Number of days lodging required:
 - ❖ Arrival Date:
 - ❖ Departure Date:
 - **Note:** If arriving after 6:00, you will be required to provide a credit card number to the hotel in order for your room to be held. The hotel and phone number when arranged through billeting.

CONFERENCE POINT OF CONTACT:

Pam Ochoa
 WR-ALC/LFM
 DSN 468-6268, Commercial 478-926-6268
 FAX 468-6655, Commercial 478-926-6655
 E-mail: pam.ochoa@robins.af.mil